



# DEPARTMENT OF HEALTH AND HUMAN SERVICES

## NAVAJO AREA INDIAN HEALTH SERVICE



**We will not accept faxed or emailed applications.**

**Applications mailed using government postage or through an internal government mail system will not be considered.**  
**"RE-ADVERTISEMENT"** (Re-advertised to solicit additional candidates. Those who previously applied may not re-apply however, may make changes to their application by the closing date).

### VACANCY ANNOUNCEMENT

SR-10-036-001

### OPENING DATE

May 20, 2010

### CLOSING DATE

June 10, 2010

### POSITION

Nurse Specialist

### LOCATION AND DUTY STATION

Shiprock Service Unit  
Division of Nursing Services  
Shiprock, New Mexico

### NUMBER OF VACANCIES:

Four (4) vacancies:  
⇒OB/GYN, ICU, ER  
⇒Nursing Administration

### GRADE/SALARY

GS-0610-11; \$67,047 - \$82,131 per annum

### APPOINTMENT

☒ Permanent

### WORK SCHEDULE

☒ Full-time

### AREA OF CONSIDERATION

☒ IHS Wide

### PROMOTION POTENTIAL

☒ No known potential

### SUPERVISORY/MANAGERIAL

☒ No

### HOUSING

☒ Private Housing Only

### TRAVEL/MOVING EXPENSE

☒ Will be paid

**DUTIES:** The purpose of this position is to provide a structured clinical coach preceptor program to support delivery of orientation that ensures new nurses receive adequate preparation to function independently and to facilitate their transition to the assigned department/units. The incumbent is responsible for directing, coordinating, providing leadership and evaluating the provision of nursing care provided on the assigned unit. This position performs the full range of administrative, clinical duties as well as consultative work within the Division of Nursing Services specific for the hospital. The position requires the incumbent to utilize professional nursing principles and procedures with extensive clinical experience and training so as to provide direction and guidance to the transitioning nurse. The incumbent must demonstrate skills and/or instruct the nurse on Performance Improvement/Quality Nursing Care and assist the Chief Nurse Executive and Nurse Supervisors in formulating goals and objectives. The clinical coach coordinator will facilitate the transition of a preceptee to his/her assigned dept/unit by providing an atmosphere conducive to the professional growth of both the clinical coach coordinator and preceptee. Duties will include: maintaining open communication channels between staff members, Nurse Executive/Nurse Supervisor, Staff Development, and the Education Department; maintains and further develops the professional integrity and self esteem of the new nurse and to individualize orientation based on identified learning needs. Weekly goal setting includes providing the preceptee with assignments consistent with goals and to validate competency in the required skills. In addition the above, assesses the preceptee's past experience to determine learning needs and learning styles. Develops goals and objectives progressively in collaboration with the preceptee. Evaluates and documents the preceptee's progress toward fulfilling designated goals and competencies weekly. Acts as a role model for the preceptee by adhering to policies and procedures when performing job responsibilities. Provides a written evaluation at the conclusion of the orientation process. Participates in the Clinical Coach Preceptor Program Development. Supports and participates in the development of the 14 Forces of Magnetism. Participates with the hospital Performance Improvement Coordinator to assure compliance with the Joint Commission Standards. Ensures that all federal guidelines, Nurse Practice Acts and all other applicable standards are met. Utilizes the nursing process, provides skilled and comprehensive nursing care to patients. Closely observes patients for conditions that may require emergency measures; recognizes, identifies, and interprets serious clinical situations; initiates and provides appropriate immediate/emergency measures. Participates in advances cardiac, trauma, pediatric, and neonatal advanced life support. Exercises sound judgement in interpreting observations to the physician. Provides consultation and guidance to nursing staff as needed in dealing with complicated or critical patients. Initiates treatments, medications, emergency and resuscitative measures based on appropriate utilization of physicians' standing orders, follows ACLS, and PALS protocols. Evaluates nursing responses in emergencies and recommends corrective actions. Coordinates patient care activities and support activities to assure smooth facility operation during weekend, day, evening, or night tours with the Charge Nurse, Nurse Executive, Nurse Supervisor. Promotes patient advocacy and patient education. Possesses qualities of adaptability and diplomacy for effectiveness in establishing good, interpersonal relationships and the respect of associates. Performs other related duties as assigned. ***This position is covered under the Indian Child Protection Act and is hereby designated an authorized child care position subject to P.L. 101-630 and P.L. 101-647.***

**THIS POSITION IS LOCATED IN A TOBACCO-FREE ENVIRONMENT**

**QUALIFICATION REQUIREMENTS:** YOUR DESCRIPTION OF WORK EXPERIENCE, LEVEL OF RESPONSIBILITY, AND ACCOMPLISHMENTS WILL BE USED TO DETERMINE THAT YOU MEET THE FOLLOWING REQUIREMENTS:

**POSITIVE EDUCATION REQUIRED:** YES

**LICENSURE REQUIRED:** YES

**BASIC REQUIREMENTS:** EDUCATION – Degree or diploma from a professional nursing program approved by the legally designated State accrediting agency at the time the program was completed by the applicant.

**IN ADDITION TO THE BASIC REQUIREMENTS:**

GS-11: Completion of all requirements for a doctoral degree (Ph.D. or equivalent) or 3 full years of progressively higher education OR one (1) year of specialized experience equivalent to at least the GS-9 level.

**SPECIALIZED EXPERIENCE:** Experience that equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled. To be creditable, specialized experience must have been equivalent to at least the next lower grade level. Examples of the type of experience, which will be credited are: professional knowledge of a wide range of nursing concepts, principles, and practices to perform highly extended specialized nursing assignments of an advance nature; knowledge of effective teaching principles and concepts; nursing processes in planning, providing and evaluating discharge preparation and effective patient care; critical thinking skills and alternatives; organizes and delivers care for multiple patient assignments; incorporates teaching in delivery of care; completes and demonstrates specific skills for assigned unit; knowledge of healthcare agency standards; knowledge of principles and methods of continuous quality improvement, etc.

**SUBSTITUTION OF EDUCATION FOR EXPERIENCE:** If you are using education for qualification, you must submit an official college transcript, diploma, license, or other proof of educational attainment by the closing date of the vacancy announcement.

**CONDITIONS OF EMPLOYMENT:** Immunization Requirement – all persons born after 12-31-56, must provide proof of immunity to Rubella and Measles. Serology testing to confirm immunity and/or immunizations will be provided free of charge. Special consideration may be allowed to individuals, who are allergic to a component of a vaccine, have a history of severe reaction to a vaccine, or who are currently pregnant. This applies to candidates for positions in any Service Unit or any Area Office position, which requires regular work at a Service Unit.

**SELECTIVE PLACEMENT FACTOR:** Applicants must possess active, current registration as a professional nurse in a State, the District of Columbia, the Commonwealth of Puerto Rico, or a Territory of the United States (**attach copy of licensure**).

**PHYSICAL DEMANDS:** The work involves considerable sitting, standing, and walking. May require some lifting. Must be able to work under physically and emotionally stressed conditions. Stress related to dealing with complex interpersonal relations is common.

**WORK ENVIRONMENT:** The work is performed in a clinical setting within the hospital/clinic. The employee is frequently exposed to communicable diseases. Safety precautions for employees may include drawing blood for screening of various diseases such as hepatitis, required immunizations, etc. are necessary. Personal protective equipment and guidelines to prevent disease transmission are provided.

**OTHER SIGNIFICANT FACTORS:** This position may require rotating shifts. The work rotation includes day, evening, and night rotations as well as weekends, and holidays. The shift rotation may vary, from 8, 10, and 12 hours shifts. This position is covered under the Indian Child Care Protection Act and is hereby designated an authorized child care position subject to P.L. 101-630 and P.L. 101-647. Routine duties shall include providing nursing care services to individuals eligible for services provided by the Indian Health Service in homes, clinics, job sites, and other community locations within the service unit.

**TIME-IN-GRADE REQUIREMENTS:** Candidates applying under the provisions of the Excepted Service Examining Plan may be appointed without regard to time-in-grade requirements. Candidates applying under the provisions of the Merit Promotion Plan must have completed at least 52 weeks of service at the GS-9 level to qualify for the GS-11 level.

**LEGAL AND REGULATORY REQUIREMENTS:** Candidates must meet time-after-competitive appointment, time-in-grade (if applicable), and qualification requirements by the closing date of the vacancy announcement.

●●● NOTE ●●● Refer to OPM Handbook Qualification Standards Operating Manual or the IHS Excepted Service Qualification Standards, Series 610, for complete information. Substitution of education for experience will be made in accordance with those standards. For more complete information, contact your Servicing Human Resources Office.

**WHO MAY APPLY:** Merit Promotion Plan (MPP) Candidates. Applications will be accepted from status eligibles (e.g., reinstatement eligibles and current permanent employees in the Competitive federal service), and from current permanent IHS employees in the Excepted federal service who are entitled to Indian Preference.

Excepted Service Examining Plan (ESEP) Candidates: Applications will be accepted from individuals entitled to Indian Preference. Current permanent IHS Excepted service employees and Competitive service employees or Reinstatement eligibles entitled to Indian Preference may also apply under the provisions of the Indian Health Service Excepted Service Examining Plan. These candidates

MUST indicate on their "Application for Federal Employment" whether their application is submitted under the IHS Excepted Service Examining Plan, the IHS Merit Promotion Plan, or both.

**COMMISSIONED OFFICERS:** Commissioned officers may indicate an interest in being considered by submitting a resume. Commissioned Corps applicants will be evaluated by the Personnel office against the applicable Preston Standards or the Civil Service Standards, if no Preston Standard exists. These applicants must describe the experience gained their two most recent positions and provide the dates they occupied those positions.

In addition, Commissioned Corps applicants must also provide information regarding education, including degrees obtained and schools attended by submitting official transcripts and they include home/work telephone numbers if this information is not contained in the resumes. When required by the vacancy announcement, those applicants must submit specific information related to any knowledge, skills and abilities, which are being used as selective factors. Commissioned Corps applicants may also be required to submit proof of Indian Preference and proof of possession of the appropriate license.

**Veterans:** Veterans who are preference eligible or who have been separated from the armed forces under honorable conditions after 3 years or more of continuous active service may apply.

Applications will also be accepted from individuals eligible for non-competitive appointment (e.g., applicants eligible for appointment under the Veterans' Readjustment Act, the severely handicapped, or those with a 30% or more compensable service-connected disability).

**INFORMATION FOR DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS) SURPLUS OR DISPLACED EMPLOYEES REQUESTING SPECIAL SELECTION PRIORITY CONSIDERATION (CTAP).** If you are currently a DHHS employee who has received a Reduction in Force (RIF) separation notice of a certificate expected separation, you may be entitled to special priority selection under the DHHS Career Transition Assistance Program (CTAP).

1. To receive this priority consideration you must be a current DHHS career or career-conditional (tenure group I or II) competitive services employee who has received a RIF separation notice or a Certificate of Expected Separation (CES) and, the date of the RIF separation has not passed and you are still on the rolls of DHHS. You must submit a copy of the RIF separation notice of CES along with your application.
2. Be applying for a position that is at or below the grade level of the position from which you are being separated. The position must not have a greater promotion potential than the position from which you are being separated.
3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This must be submitted with your application package.
4. Be currently employed by DHHS in the same commuting area of the position for which you are requesting priority consideration.
5. File your application by the vacancy announcement closing date and meet all the application criteria (e.g., submit all required documentation, etc.).
6. Meet the basic qualifications for the position any documented selective factor, physical requirements with any reasonable accommodation and is able to satisfactorily perform the duties of the position without undue interruption.

**INFORMATION FOR DISPLACED EMPLOYEES REQUESTING SPECIAL SELECTION PRIORITY CONSIDERATION UNDER THE INTERAGENCY CAREER TRANSITION ASSISTANCE PROGRAM (ICTAP).**

If you are a displaced Federal employee, you may be entitled to receive special priority consideration under the ICTAP. To receive this priority consideration, you must:

1. Be a displaced Federal employee. You must submit a copy of the appropriate documentation such as RIF separation notice, a letter from Office of Personnel Management (OPM) or your agency documenting your priority consideration status with your application package. The following categories of candidates are considered displaced employees.
  - A. Current or former career or career-conditional (tenure group I or II) competitive service employees who:
    1. Received a specific RIF separation notice; or
    2. Separated because of a compensable injury, whose compensation has been terminated, and whose former agency certifies it is unable to place; or
    3. Retired with a disability and whose disability annuity has been or is being terminated; or
    4. Upon receipt of a RIF separation notice retired on the effective date of the RIF and submit a Standard Form 50 that indicates "Retirement in lieu of RIF;" or
    5. Retired under the discontinued service retirement option; or
    6. Was separated because he/she declined a transfer of function or directed reassignment to another commuting area.
  - OR
  - B. Former Military Reserve or National Guard Technicians who are receiving a special OPM disability retirement annuity under section 8337(h) or 8456 of Title 5, United States Code.
2. Be applying for a position at or below the grade level of the position from which you have been separated. The position must not have a greater promotion potential than the position from which you were separated.
3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This must be submitted with your application package. (This requirement does not apply to candidates who are eligible due to compensable injury or disability retirement).

4. Occupy or be displaced from a position in the same local commuting area of the position for which you are requesting priority consideration.
5. File your application by the vacancy announcement closing date and meet all the application criteria (e.g., submit all required documentation, etc.)
6. Be rated well qualified by achieving a score of 80 on a rating scale of 70 to 100 for the position including documented selective factors, quality ranking factor, physical requirements with reasonable accommodations and is able to satisfactorily perform the duties of the position upon entry.

**EVALUATION CRITERIA:** Evaluation will be made of Experience, Performance Appraisals, Training, Letters of Commendation, Self-Development, Awards and Outside Activities, which are related to this position. To receive full credit for your qualifications, provide a narrative statement of training, awards, hobbies, self-developed achievements, and any other aspects of your background as they relate to the knowledge, skills, and abilities (KSAs) outlined below and show the level of accomplishment and degree of responsibility.

The KSAs in your narrative statement will be the principal basis for determining whether or not you are highly qualified for the position. Describe your qualifications in each of the following:

- ABILITY TO PROVIDE EXPERTISE IN THE FIELD OF NURSING UTILIZING THE NURSING PROCESS PROVIDING SKILLED AND COMPREHENSIVE NURSING CARE TO PATIENTS.
- ABILITY TO CREATE AND DEVELOP A TEACHING PROGRAM TO EFFECTIVELY MEET THE TRAINING NEEDS OF THE CLINICAL COACH PRECEPTORSHIP PROGRAM.
- ABILITY TO ANALYZE DATA AND DEVELOP TEACHING PROGRAMS BASED ON LEARNING STYLES AND ADULT LEARNING PRINCIPLES.
- KNOWLEDGE OF PROFESSIONAL NURSING PRINCIPLES AND PROCEDURES, AND CLINICAL EXPERIENCE NECESSARY TO PROVIDE SPECIALIZED COMPREHENSIVE NURSING CARE.
- ABILITY TO MAKE INDEPENDENT JUDGEMENT AND THE ABILITY TO ADDRESS PROBLEMS PROACTIVELY IN COORDINATING PATIENT CARE ACTIVITIES.
- ABILITY TO INDEPENDENTLY PLAN, COORDINATE, AND SET PRIORITIES FOR TEACHING.

**HOW AND WHERE TO APPLY:** All applicants must submit one of the following to the Northern Navajo Medical Center, Branch of Human Resources, PO Box 160, Shiprock, NM 87420, by 4:30 p.m., on the closing date:

1. OF-612, Optional Application for Federal Employment; or
2. Resume; or
3. Any other written application format;

Plus, if applicable:

- BIA Form 4432, if applicable.
- OF-306, Declaration for Federal Employment, dated January 2001.
- Addendum for Child Care & Indian Child Care Worker Positions Form, expires 09/30/2012.
- SF-50, Notification of Personnel Action (if current or former Federal Employee).
- Copy of your most recent performance appraisal if you are a current Federal Employee.
- Any other necessary documentation pertinent to the position.

**INDIAN PREFERENCE APPLICANTS:** If claiming preference, applicants must provide a completed copy of the current Form BIA-4432 (expiration date 08/31/2011), "Verification of Indian Preference for Employment in the BIA and IHS only." Indian Preference will not be given unless the current form is submitted with your application, including any verification by an authorized Tribal Representative or BIA official of tribal enrollment records, documentation of lineal descent, state or academic records that document you possess one-half degree Indian blood from a tribe indigenous to the United States, as well as official records that establish your degree of Indian blood, such as census records. You must also complete the family history chart if necessary. (See the form for detailed instructions for the completion of the BIA-4432).

Current IHS employees with a BIA form on file in their Official Personnel Folder are required to submit a copy of that form with their application.

"Declaration for Federal Employment" (OF-306), and Addendum for Child Care & Indian Child Care Worker Positions form must be completed and submitted with **original** signatures to determine your suitability for Federal employment, to authorize a background investigation and to certify the accuracy of all the information in your application. Responding "yes" to any of these questions can make you ineligible for employment in this position. If you make a false statement in any part of your application, you may not be hired, you may be fired after you begin work, or you may be fined or jailed.

For more information, contact Margaret Begay, Human Resources Specialist, at (505) 368-6091; Email: [margaret.begay2@ihs.gov](mailto:margaret.begay2@ihs.gov)

**INFORMATION REQUIRED ON RESUMES AND OTHER APPLICATION FORMATS:** Resumes or other application formats must contain all of the information listed below in sufficient detail to enable the Human Resources Office to make a determination that you have the required qualifications for the position. Specifically, the information provided under #7 (High School), #8 (Colleges and

Universities), and #9 (Work Experience) would be used to evaluate your qualifications for this position. FAILURE TO INCLUDE ANY OF THE INFORMATION LISTED BELOW MAY RESULT IN LOSS OF CONSIDERATION FOR THIS POSITION.

1. Announcement Number, Title and Grade of the job for which you are applying;
2. Full name, mailing address (with zip code), day and evening phone numbers (with area codes);
3. Social Security Number;
4. Country of Citizenship;
5. Veterans' preference: indicate if you are claiming preference; attach DD-214. Preference is not applicable to current DHHS permanent employees (Federal employees with competitive status or reinstatement eligibles);
6. Highest Federal civilian grade held (give series and dates held; attach SF-50, if applicable);
7. High School: Name, City, State (zip code, if known), and date of diploma or GED;
8. Colleges and Universities: Name, City, State (zip code, if known), Majors, Type and Year of Degrees received (if no Degree, show total semester or quarter hours earned); attach copy of transcript;
9. Work Experience (paid and non-paid) – Job title, duties and accomplishments, Employers' names and addresses, Supervisors' names and phone numbers, starting and ending dates (month/year), hours worked per week, and salary;
10. Indicate if we may contact your current supervisor;
11. Job-related training courses; skills, certificates, registrations, and licenses (current only), honors, awards, special accomplishments, etc.

**NOTE:** Persons who submit incomplete applications will be given credit only for the information they provide and may not, therefore, receive full credit for their veterans' preference determination, Indian preference, education, training, and/or experience. THIS OFFICE WILL NOT SOLICIT ADDITIONAL INFORMATION.

**REASONABLE ACCOMMODATION:** This agency provides accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

**ADDITIONAL SELECTIONS:** Additional or alternate selection may be made within 90 days of the date of the certificate issued if the position becomes vacant or to fill an identical additional position in the same geographical location.

**INDIAN PREFERENCE:** Preference in filling vacancies is given to qualified Indian candidates in accordance with the Indian Preference Act. In other than the above, the IHS is an Equal Opportunity Employer.

**SELECTIVE SERVICE CERTIFICATION:** If you are a male born after December 31, 1959, and you want to be employed by the Federal government, you must (subject to certain exemptions), be registered with the Selective Service System.

**EQUAL EMPLOYMENT OPPORTUNITY:** SELECTION FOR POSITIONS WILL BE BASED ON MERIT WITH NO DISCRIMINATION FOR NON-MERIT REASONS, SUCH AS RACE, COLOR, RELIGION, GENDER, SEXUAL ORIENTATION, NATIONAL ORIGIN, POLITICS, MARITAL STATUS, PHYSICAL HANDICAP, AGE OR MEMBERSHIP OR NON-MEMBERSHIP IN AN EMPLOYEE ORGANIZATION. PROMOTIONS OR APPOINTMENTS WILL NOT BE BASED ON PERSONAL RELATIONSHIP OR OTHER TYPES OF PERSONAL FAVORITISM OR PATRONAGE.

  
/s/ Margaret Begay

Human Resources Clearance

05/19/2010

Date

EACH APPLICATION FORM AND DOCUMENT FORM MUST BE INDIVIDUALLY IDENTIFIED BY THIS ANNOUNCEMENT NUMBER SR-10-036-001. ALL ORIGINAL DOCUMENTS AND COMPLETED APPLICATION FORMS ARE TO BE DUPLICATED BY THE APPLICANT BEFORE SUBMISSION AS WE DO NOT HONOR REQUESTS FOR COPIES. COMPLETED FORMS WHEN SUBMITTED BECOME THE PROPERTY OF THIS HUMAN RESOURCES OFFICE AND WILL NOT BE RETURNED.

## SUPPLEMENTAL QUESTIONNAIRE

Nurse Specialist

GS-610-11

1. ABILITY TO PROVIDE EXPERTISE IN THE FIELD OF NURSING UTILIZING THE NURSING PROCESS PROVIDING SKILLED AND COMPREHENSIVE NURSING CARE TO PATIENTS. This includes extensive knowledge of ACLS, PALS, Pediatrics Nursing Care, Neonatal Resuscitation Program, Fetal Monitoring protocols, AWHONN, AACN, Acute & Critical Nursing Practice, Emergency Nursing Association, American Academy of Ambulatory Care and Standards of Nursing Practices in various specialized areas (Pediatrics, OB/GYN, ICU, ER, Medical/Surgical, and Ambulatory Care). What in your background would indicate that you possess this knowledge and ability?

Who can verify this information? (Please provide telephone numbers)

What was the duration of these activities?

2. ABILITY TO CREATE AND DEVELOP A TEACHING PROGRAM TO EFFECTIVELY MEET THE TRAINING NEEDS OF THE CLINICAL COACH PRECEPTORSHIP PROGRAM. This is the knowledge of the ability to create and develop a teaching program to provide a structured clinical coach preceptorship program to support delivery of orientation that ensures new nurses receive adequate preparation to function independently and to facilitate transition to assigned departments/units. What in your background would indicate that you possess this ability?

Who can verify this information? (Please provide telephone numbers)

What was the duration of these activities?

3. ABILITY TO ANALYZE DATA AND DEVELOP TEACHING PROGRAMS BASED ON LEARNING STYLES AND ADULT LEARNING PRINCIPLES. This is the ability to analyze data from needs assessment addressing multi-level discipline training needs and specific nursing/health care areas. This is the knowledge of keeping abreast of new trends and developments in nursing, medical, and other health care fields in order to anticipate the need of developing and providing training programs and developments. What in your background would indicate that you possess this ability?

Who can verify this information? (Please provide telephone numbers)

What was the duration of these activities?

4. KNOWLEDGE OF PROFESSIONAL NURSING PRINCIPLES AND PROCEDURES, AND CLINICAL EXPERIENCE NECESSARY TO PROVIDE SPECIALIZED COMPREHENSIVE NURSING CARE. This is knowledge of and the ability to apply professional nursing principles and procedures required to provide specialized comprehensive nursing care to ensure patient care services are based on identified patient needs. This person must utilize clinical judgement to identify, develop, and initiate appropriate care plans for critically ill patients upon nursing assessment and nursing diagnosis. Including the ability to provide guidance and consultation to staff nurses as needed in dealing with complicated or critical patients. What in your background would indicate that you possess this knowledge?

Who can verify this information? (Please provide telephone numbers)

What was the duration of these activities?

5. ABILITY TO MAKE INDEPENDENT JUDGEMENT AND THE ABILITY TO ADDRESS PROBLEMS PROACTIVELY IN COORDINATING PATIENT CARE ACTIVITIES. This is the ability to make independent judgement and use resources within and outside the facility to investigate problems of patient care services such as standards of care, policies, procedures and also to be able to interview patients, families, and staff to gather facts in making a decision. This includes coordinating multiple patient care services simultaneously. What in your background would indicate that you possess this ability?

Who can verify this information? (Please provide telephone numbers)

What was the duration of these activities?

6. ABILITY TO INDEPENDENTLY PLAN, COORDINATE, AND SET PRIORITIES FOR TEACHING. This is the ability to accomplish assignments by planning and coordinating the daily operations of the assigned specialized unit area in nursing; the ability to work independently and prioritizing work assignments. What in your background would indicate that possess this ability?

Who can verify this information? (Please provide telephone numbers)

What was the duration of these activities?

#### CERTIFICATION

I, CERTIFY, that all the statements in the above statements are true, complete and correct to the best of my knowledge and belief and are made in good faith.

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Signature of Applicant

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Date